

Mansfield Community Playground Project
Meeting Minutes

Date: November 14, 2013

Present:

Steering Committee members present:

Sara Anderson, Ellen Tulman, Brett Reynolds, Julia DeLapp, Megan Huff, Jean Johnson, Kelly Zimmerman, Chad Rittenhouse, Heather Bunnell, Curt Vincente

Members of the community present:

Jane Goldman, Laura Martin, Melica Bloom and Ben Keller

Next Meeting: Thursday December 12, 2013, 7-8 pm, conference room B

- I. Welcome & Introductions
- II. Approval of Minutes from 10/10/13 meeting
- III. Build date discussion – Town of Mansfield is considering providing significant support to help with the completion of the playground, however they request that the Build Date be moved to October 2014. All in attendance agreed that building in October with town support was a good decision.
- IV. Update from Curt Vincente (Parks & Recreation Dept)
 - a. He and Kathleen have met with the department heads of some of the town departments and a list of support each department can provide has been generated.
 - b. UCONN School of Engineering students are assisting in planning the site, as this is important to the decision to lease property from the university.
- V. Sara will be speaking with Leathers & Associates on Friday 11/15/13 to get some specific information regarding next phase.
- VI. Coordinator Updates & Mid-project summaries:
 - a. Fundraising – Julia DeLapp
 - i. “House Parties” continuing to raise funds and community interest
 - ii. Julia is requesting assistance from committee members to reach out to local businesses
 - iii. The mailing (to all Mansfield households) is getting underway
 - iv. Handtile event on 11/1/13 was successful in selling tiles and sharing information (particularly the drawing) with community
 - v. Moving forward with Silent Auction, we are looking for someone(s) to chair this.
 - b. Children’s Committee – Kelly Zimmerman. Requested assistance in framing what the children should be doing.
 - c. Public Relations/Marketing – Brett Reynolds (UConn Marketing intern). Focusing upon the mailing to all Mansfield households (design, printing, managing pledges/donations) as well as our website.
 - i. The marketing video is complete

- ii. MCC is willing to put a long term display (poster, etc) regarding the playground.
- d. Tools – Chad Rittenhouse & Materials – Jean Johnson. The support from the town is a great contributing factor in the gathering of both tools & materials. Work has been done to find sources of those materials the town will not be able to provide.
 - i. Jean has a contact interested in providing site preparation; the current estimate is \$4500.
- VII. Volunteers – Megan Huff. Cristina (who has stepped down from her role as Volunteers Coordinator) is compiling a list of all those who have expressed interest in volunteering. There is a significant need for 1 or 2 Volunteers Coordinators, as Megan anticipates moving from Mansfield prior to the Build Date.
- VIII. Design & Special Features – Heather Bunnell. We now have the support of some local artists, including mural artists Melica and Ben.
 - a. Heather explained her idea for a fundraising activity at the high school (a Robot-a-thon) that will utilize existing clubs to raise funds for the playground.
- IX. Special Needs – Ellen Tulman. The majority of the work for this committee has been completed as the accessible features have been incorporated into the design.
- X. Food & Childcare – These 2 committee chair positions are currently empty and need to be filled in the near future. We are looking for community members to take on these roles.

Minutes prepared & respectfully submitted by Ellen Tulman on 11/16/13.